

Division or Staff \_\_\_\_\_

Date \_\_\_\_\_

SCHEDULE 1

**Headquarters Personnel - Departmental T/O's**

1. Total T/O Authorization - Departmental \_\_\_\_\_
2. Total Civilian Ceiling - Staff Agents and  
Staff Employees \_\_\_\_\_
  - a. On Duty as of COB 12 July \_\_\_\_\_
    - (1) Of 2. a., number of UV Personnel  
on Duty \_\_\_\_\_
3. Total Military Personnel on Duty as of  
COB 12 July \_\_\_\_\_
4. Total other Departmental Personnel \_\_\_\_\_
  - a. Consultants \_\_\_\_\_
  - b. Others (define) \_\_\_\_\_

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Division or Staff \_\_\_\_\_

Date \_\_\_\_\_

**SCHEDULE 2**

**Personnel In Headquarters Paid from UV Funds**  
(Includes all Staff Employees and Staff Agents whether carried on Headquarters, Project, or Field T/O's)

1. Total number paid from UV funds of the Division or Staff at Headquarters as of COB 12 July \_\_\_\_\_
2. Of the total in 1. above:
  - a. Number on duty in the Division or Staff \_\_\_\_\_
  - b. Number detailed in Hq., outside the Division or Staff \_\_\_\_\_
  - (1) Official to which detailed and number \_\_\_\_\_
  - c. Number in training \_\_\_\_\_
  - d. Number on leave \_\_\_\_\_
  - e. Number [REDACTED] \_\_\_\_\_
  - Total \_\_\_\_\_
3. Of the total in 1. above, length of time which individuals have been on UV funds.
  - a. Number on UV funds 3 months or less \_\_\_\_\_
  - b. Three months to 6 months \_\_\_\_\_
  - c. Six months to 1 year \_\_\_\_\_
  - d. Over 1 year \_\_\_\_\_
  - Total \_\_\_\_\_
4. Total UV Personnel Authorized on Hq. T/O \_\_\_\_\_

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Division or Staff \_\_\_\_\_

Date \_\_\_\_\_

**SCHEDULE 3**

**Personnel in Headquarters, Paid from UV Funds - By Name**

Name	<u>1/</u> SA or SE	Grade	Career Designation	EOD - UV or date of arrival at Hq.	Physical Location	<u>1/</u>
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3 months or less

3 months to 6 months

6 months to 1 year

over 1 year

1/ Office to which detailed within or without the Division or Staff, on leave, in training, etc. Indicate by asterisk those individuals occupying Hq. T/O UV slots.

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